







Cultural and Ethnic Communities Leadership Council

MINUTES


MAY 17, 2019 11:30-2:00

COUNCIL CHAIR	Vayong Moua
ACTING CHAIR IN COUNCIL CHAIR'S ABSENCE	Maria Sarabia
TYPE OF MEETING	CECLC Monthly Meeting
NOTE TAKER	Elizabeth Stein, Nicole Juan
ATTENDEES	Patrice Bailey, Maret Banks, Titilayo Bediako, Michael Birchard, Beverly Bushyhead, Pastor Emory Dively, Rev. Dr. Jean Lee, Kia Moua, Adesola Oni, Lucas Peterson, Maria Sarabia, Dr. Pahoua Yang
NOT IN ATTENDANCE	
DHS STAFF	Nicole Juan, Elizabeth Stein, Tamir Elnabarawy, Beth Dansie, Verona Mitchell, Mohamed Mourssi-Alfash, Wendy Plager, Rebeca Sedarski, Stacy Wells, Jeshua Livstrom, Donald Allen, Christa Spielman, Jessica Raymond
SPECIAL GUEST PRESENTERS:	Jeshua Livstrom-DHS Contracts, Procurement, Legal Compliance Division Jessica Raymond- DHS Child Support Division
PUBLIC:	Melvin Giles, Humberto Cano

Item	Notes	Action Needed
Review/approve minutes from previous meeting	Motion by Kia Moua, second by Pahoua Yang. Approved by voice vote.	
Review/approve today's agenda	Motion by Rev. Dr. Jean Lee, second by Kia Moua. Approved by voice vote.	
Comments from Acting Chair, Maria Sarabia	<p>Maria Sarabia opened the meeting with thoughts on how to move forward in filling the council chair position, as current Chair Vayong Moua's council term will be ending in July 2019. Council members agreed to move forward with having co-chairs. Council member Lucas Peterson noted the importance of outlining co-chair duties and responsibilities as new council members join. Council member Michael Birchard nominated Maria Sarabia and Beverly Bushyhead as co-chairs. Maria asked for any nominations or recommendations for chair to be sent to Nicole, further discussion will be added as an agenda item at the next council meeting. The group emphasized finding a balance between existing council members make recommendations for chair positions using the knowledge they have gained over the past years and allowing new council members to have a voice in the decision making process.</p>	Send Council nominations, questions, or comments to Nicole Juan
DHS Updates- Equity Review follow up	<p>New DHS Community Relations Director will be starting June 3rd. This person has not yet been disclosed to the council or review panel who assisted in applicant interviews. Maria said this lack of communication hurts the trust between the council and DHS, as historically the person in this role is highly involved with the council and serves as an advocate for equity. Council member Titilayo Bediako said that not keeping the council better informed in this process demonstrates a lack of respect. Maria noted that this shows where relationships between the council and agency can be improved, and serve as an opportunity to increase transparency.</p> <p><u>Equity Review Follow Up</u></p> <p>Liz Stein (DHS- Community Relations) followed up on the Equity Review project which is included in the annual legislative report and requires a <i>"list of programs, groups, and grants used to reduce disparities, and also statistically valid reports of outcomes on the reduction of the disparities."</i> The 2018 review was presented to the council at the March meeting. The presentation garnered helpful feedback on what can be improved and what can be changed to make it more useful to the council and DHS. Asked for</p>	 2018 DHS Annual Equity Review.Final.

	suggestions on what kind of projects council members would like to see submitted to this review, and what information from these projects should be highlighted. Contact Liz with any suggestions on what could be improved or changed moving forward.	
Equity, Diversity and Inclusion in contracting and grant making-Jeshua Livstrom	<p>A year ago the contracting, procurement and legal compliance division was asked by DHS leadership on different ways to approach Diversity & Inclusion in their work. This division works with other administrations in DHS to provide guidance and resources. This has evolved into three main areas:</p> <ol style="list-style-type: none"> 1. Sourcing and Outreach <ol style="list-style-type: none"> a. Developing new Request for Proposal (RFP) template. They receive a lot of feedback on how challenging the process and submission can be. Changes have been made to the evaluation process to include equity measures and weight certain equity related criteria in professional/technical and grant RFPs. RFP documents have been designed to assist grant maker who create these RFPs, to nudge programs to work through an equity analysis at the pre-RFP stage. Would like input on repository of evaluation criteria to include in RFPs and questions to include in RFPs. 2. Contact Language and Procedural Accessibility <ol style="list-style-type: none"> a. Mini-Grants: For grant projects valued at \$25,000 or less, a 5 pg. document can be submitted to increase accessibility of funding to small and diverse organizations. b. Micro-grants: For grants under \$5,000, they are developing tools/protocols to remove competitive process c. Grant contract templates connect grantees with Targeted Group/Economically Disadvantaged/Veteran Owned (TG/ED/VO) vendors. d. Equity Language Repository is being developed, which programs can use while drafting grant contracts. 3. Employee and Community engagement <ol style="list-style-type: none"> a. Community and employee engagement: streamlined data base to help staff reach out to organizations and vendors. b. Grants council developed to share ideas and best practices. Workgroups and advisory groups being developed. c. Working with office OEPD to determine who is doing a good job and where there is room for improvement 	 Equity in DHS Contracting and Gr  Mini Grant Application_FINALd  Equity Criteria (final 4-17-19).docx  DI RFP questions_final_4-1:  DI Contract Language - (FINAL 4

	<p>Community engagement was challenging to address. Working on community reviewers and advisors to address compensation. Lots of barriers within DHS procedures. How do we provide options for compensating community members without impacting benefits/eligibility? New RFI templates, which get input from community before RFP, are being developed.</p> <p>CPLC division offers trainings for grant makers and contracts managers. Developed scaled back training and toolkit detailing how equity and inclusion can be addressed at each stage of the process. A technical assistance workgroup has been established. Options to visit organizations in community to view RFP presentations</p> <p>Comments from council:</p> <p>Lucas Peterson: What sort of instruction is given to RFP reviewers? Possibility of bias towards organizations with more money who can create a very polished looking proposal. How are timelines for submissions being addressed in crease equity? Shorter timelines may prevent smaller, community-based organizations from applying.</p> <p>Maria Sarabia: Opportunity to use council to contract with other organizations, nonprofits, and consultants. Suggests using measurement/report cards to track spending and looking into more flexibility in insurance requirements.</p> <p>Beverly Bushyhead: Increase technical assistance to organizations so they aren't limiting themselves to smaller grants.</p> <p>Michael: Question about legal services and specialized resources available for smaller organizations, also wondering what resources/trainings are being provided by DHS to approach initiatives with an equity lens.</p> <p>Jean: Question about what instructions are given to potential grantees between administrations/divisions and how that impacts the resulting applications that come in. Noted that there is also potential of bias by reviewers who may have connections to larger organizations, board members, etc. Mentioned that DEED and legislature are discussing putting a cap on how much government money an organization gets.</p>	
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<p>MN Child Support Taskforce Jessica Raymond</p>	<p>The child support task force last visited the council in 2017, after being created in 2016. The task force advises the Commissioner of DHS to serve MN children and involves parents, legislators, county attorneys, legal aid, bar associate, child support division director, etc. The task force has focused on the basic support table, as the economic data on costs of raising children is 17 years old.</p> <p>Recommendations: Continue using an income shares model (looking at both parents). Updating cost levels of raising children and extending from 15 to 30,000/month to complement increased wages. Implement a low-income threshold. Extend self-support reserve to both parents.</p> <p>Questions were raised regarding how to account for the social and human costs associated with child rearing, if that is taken into account when considering custodial parents' income/expenses. Council member Beverly Bushyhead offered that the custodial parent is contributing more than just money. Qualitative research may help answer these questions, though Jessica commented that there are limitations within the child support system and data available so they often don't know a lot about the families they serve.</p> <p>Patrice Bailey asked if the task force has any way to know how child support funds are being spent. Jessica replied that this is a common concern that gets brought up, and there are some states that track this, but MN does not.</p> <p>Council member Maret Banks offered insight into the unique challenges domestic violence cases encounter in regard to child care, and emphasized the importance that those who can speak to those situations are being heard on the task force.</p> <p>The Child Support Task Force is expiring in June 2019. They are drafting a final report which will be shared with the council. Their final meeting will be June 26th.</p>	 <p>MN Child Support Task Force Presentat</p>
<p>Community Input & Concerns, Announcements</p>	<p>Beverly asked when the council will be able to see the DHS Strategic Plan. She mentioned it was supposed to be brought to the council late last year but was not covered. Nicole said that some of the community engagement pieces may be shared at the June meeting, the full plan will be on an agenda this year.</p> <p>The Bush Cohort is hosting several close out events to celebrate the end of their four year grant. Contact Nicole if you have any questions or would like to attend any events being held at DHS that require a visitor pass.</p>	<p>Tell Nicole if you'd like to attend community events</p> <p>Nicole: Schedule DHS strategic</p>

	<ul style="list-style-type: none"> • <u>Bush Closeout Celebrations</u> These will be a brief overview of the work and accomplishments of the Bush Cohort over the years, followed by a modified World Café where attendees can learn more about the work and resources available surrounding authentic community engagement and participatory leadership. <i>Wednesday, May 29th, 444 Lafayette Rm 3148, 1:30-3:30pm</i> <i>Monday, June 10th, ELA 2370-2380, 9:30am-11:30am</i> <ul style="list-style-type: none"> ○ <u>Peace Celebration: Friday, June 21st, Ober Community Center, 3:30-7pm</u> The Bush Cohort is contributing to this event, hosted by Community Peace Celebration and Urban Farm & Garden Alliance! ○ <u>Bush Community Event, Wednesday, June 26th, 5:30-7:30, Hallie Q Brown Community Center</u> The Bush Cohort will be hosting an event at the Hallie Q Brown Community Center for community members who were involved in Bush Cohort activities, and anyone else interested in a night of food and relationship building. 	plan at CECLC meeting
Adjourn	Meeting adjourned at 2:00pm	